

**MOUNT SHASTA FIRE PROTECTION DISTRICT  
REGULAR BOARD MEETING AGENDA**

**WEDNESDAY, MAY 9<sup>TH</sup>, 2018**

**10:00 A.M.**

**600 MICHELE DRIVE**

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**CHAIRMAN ROBERT ASHWORTH**

**VICE-CHAIRMAN RICHARD KLIEWER**

**DIRECTOR JAMES BEEM**

**DIRECTOR CHAD MCCALL**

**DIRECTOR JACK MILLER**

**CHIEF MATT MELO**

**CHIEF RICK JOYCE**

**BATTALION CHIEF JOHNATHAN DUNCAN**

**SECRETARY JENNIE DAVIS**

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**ITEM:**

**REFER TO:**

- 1. Call to Order, Chaplain to give Invocation, and Flag Salute**  
10:00 a.m.
- 2. Roll Call**  
Directors Ashworth, McCall, and Miller present. Directors Beem, and Kliewer absent.
- 3. Approval of Minutes for the Regular Board Meeting of April 11<sup>th</sup>, 2018.** **3-5**  
M/S/C (Miller, McCall, 3-0)
- 4. Public Comment on Open/Closed Session Items: This is an opportunity for members of the public to address the Board on subjects within its jurisdiction, whether or not on the agenda for this meeting. The Board reserves the right to reasonably limit the length of individual comments and/or the total amount of time allotted to public comments. Speakers may request their comments be heard during Public Comment instead of the time when the item is to be acted upon by the Board. The Board may ask questions but may take no action on items addressed during the Public Comment period except to direct staff to prepare a report or to place the item on a future agenda. If you desire a written response, please provide the secretary with your mailing address.**  
No public present.
- 5. Cash Report** **6-8**  
As of 04/30/18 the interfund cash balance is \$366,978.47.
- 6. Old Business and Board Directives from Previous Meetings**
- 7. NEW BOARD BUSINESS AND POSSIBLE ACTION**
  - 7a. Review and Approval of 2018/2019 Recommended Budget. –Board of Directors** **9-12**  
M/S/C (Miller, McCall, 3-0)
- 8. Next regularly scheduled Board Meeting is for Wednesday, June 13<sup>th</sup>, 2018 at 10:00 a.m.**
- 9. Chief’s Report and MSFPD Information Report to the Board. —Chief Joyce**  
Chief Joyce reads the April report.  
52 calls, with an average of 4 responders per call.  
Training report: Multi agency training with Dunsmuir; annual RT130, RT190, Fire Shelter Refresher; Duncan attended a Fire Behavior and Weather Calculation class (\$390) in Bend, OR.  
Information report: Engine 4612 is in process of being sold to City of Firebaugh. Wire transfer should be completed soon, and we will deliver it.

**10. Donations**

No donations

**11. Deposits**

- **\$50.00 Baker Restitution**

**12. Fund Transfers**

**13-17**

Revenue recognition and allocation:

- **Multiple restitution payments: \$247.00 to 728000**
- **US Bank Rebate: \$81.00 to 728000**
- **Recognizing unanticipated revenues from April report**

To be ratified:

Account Transfers

- **\$8,105.00 from 728000 to 762100**
- **\$245.00 from 728000 to 762100**

M/S/C (McCall, Miller, 3-0)

**13. Payment of the Bills- A detailed list containing all payees and payment amounts will be provided during the meeting**

M/S/C (McCall, Miller, 3-0)

**14. Ratify Payroll Claims- Supporting documentation will be provided during the meeting**

**18-22**

- **Regular Payroll: 03/16-03/29/18**
  - **\$21.54** wages
  - **\$3.58** Federal taxes
- **Regular Payroll: 03/30-04/12/18**
  - **\$196.09** wages
  - **\$32.48** Federal taxes
- **Quarterly CA UI and Unemployment Tax: 01/01-03/31/2018**
  - **\$2,281.31** tax payment
- **Regular Payroll: 04/13-04/26/2018**
  - **\$64.65** wages
  - **\$10.70** Federal taxes

M/S/C (McCall, Miller, 3-0)

**15. Board Comments and Questions:** At this time, members of the Board may ask questions of staff, request that reports be made at a later date, or ask to place an item on a subsequent agenda on any subject within the Committee's jurisdiction. In addition, the Board members may take this opportunity to make comments on any topic that is not on this agenda; however, no deliberation may be conducted and no decision may be made on such topics.

Director Ashworth reminds the Board that Secretary Davis' evaluation is schedule for June. Secretary Davis gives notice to the Board, with no end date at this time. She requests that the Board actively look for her replacement, but she will stay until then, and help train.

Director Ashworth reports that he attended a City Adhoc committee meeting, and informs the Board that the City is currently working on adjusting the pay scale for the Fire Department. There is no other information to report at this time.

Secretary Davis reminds the Board that a spending limitation question has to be put on the November ballot, and the deadline to submit to the County Clerk's office is July 16<sup>th</sup>. Information has been put in all Board member inboxes for review.

**16. Adjournment**

10:22 a.m.

Submitted respectfully,

Secretary Davis

Approved:

Chairman Ashworth